

REVISED
Newfields Planning Board Meeting Minutes
May 21, 2009

Attendance: John Hayden, Chairman, Mark Bouzianis, Michael Woodworth, Selectmen's Representative, James Daley, Mike Price and Town Planner Clay Mitchell. Absent from the meeting Mike Todd and Bill Meserve.

Chairman Hayden called the meeting to order at 7pm.

James & Mary Vienneau-10 Lot Subdivision

Attorney Battles was present to update the Board. James Daley recused himself because of being an abutter. The applicant is not ready for a compliance hearing at this time. The homeowner's documents have been reviewed by Attorney Lane and are in their final form. The applicant is waiting on the site specific and state subdivision permit.

Attorney Battles mentioned issues that need to be resolved. Outstanding fees will be paid prior to recording the mylar. A letter of credit and the sidewalk fee contribution will also be submitted. A motion was made by Mike Price and seconded by Mark Bouzianis to continue the hearing until next month. All were in favor and the motion carried.

Edward Nichols-Lot line Adjustment-Map 214 Lot 4.1, 4.2, 4.3, and 4.4

Ed Nichols was present and addressed the Board. Ed would like to give each of his sons a portion of his land that runs along the boundary line behind their homes. Clay said the plan was complete and ready for acceptance. A motion was made by Mike Price and seconded by James Daley to accept the application for a lot line adjustment. All were in favor and the motion carried. Discussion was open to the public. There were no questions or comments. A motion was made by James Daley and seconded by Mike Price to approve the lot line adjustment plan. All were in favor and the motion carried. A motion was made by Mike Price and seconded by James Daley to allow the planning board members to sign the mylar for recording, outside of a regularly scheduled meeting. All were in favor and the motion carried. A mylar will be dropped off at the town office for signing.

Public Hearing on 2010 Warrant Article

John commented that there have been questions in regards to the makeup of the Planning Board. Research showed that in 1957 the planning board was formed with 9 members. Consistently there have been 7 members; 5 full members and 2 alternates. The current statutes allow 5 or 7 members. This warrant article will clear up any dispute over the number of members that shall serve on the Newfields Planning Board.

Mike Woodworth was concerned that there are currently no alternate members. John commented that in the past it has been difficult finding members to serve. Clay added that alternate members need to attend all meetings and participate in discussions just as full members do. This assures that the alternate is knowledgeable of the situation if and when they are required to fill in and vote.

A motion was made by Mark Bouzianis and seconded by Mike Price to place the warrant article on the ballot for a vote in March 2010. All were in favor and the motion carried. The warrant article will be sent to Fran for review.

Main Street Art- Site Plan Review

A motion was made by Mike Price and seconded by Mark to accept the application for discussion. All were in favor and the motion carried.

Kelly Corson and Win Fream presented the plan and distributed copies to the Board. Main Street Art would like to convert the old post office to a community arts center. The building is owned by the Town and will be leased to the group for a five year period. The use will be considered educational.

Win explained that parking was the big issue. The handicap parking space will be at the front of the building, near the existing handicap ramp, as suggested by the State. There will be 3 additional parking spaces on the left/east side of the building. Off site parking will be located in front of the Library, in front of Badger Park, at the Town Hall, in front of the Church and along Church Street and Swamscott Street. Parking on the street is available outside the fog line. Chief Reed said that any area from the white line over is legal.

The existing crosswalk is in front of the church. It has recently been painted. Kelly noted that she met with Eric Healey from DOT regarding the crosswalk. It is highly unlikely that a crosswalk would be allowed in the front of 75 Main St. The visibility is very poor and there is no curbing. The application is still with the State but Kelley is pretty certain it won't happen. **They suggested that Main Street Art ask the Selectmen to write a letter requesting more signage.**

Jim Daley asked if the speed limit could be changed or a blinking light put up, since the use will be similar to a school. A 20mph speed limit may be hard to enforce and a blinking light may also be difficult to get turned on during art sessions.

The group has sent a letter to abutter David Vallery and has had no response from him. They were hoping to get permission to acquire access over his property.

Off site parking was discussed. The group plans on having very specific instructions regarding parking and safety on their website as well as having each registrant sign off on their parking policy. Walking to the center will be encouraged. A staff person will walk students from the school to the art center for after school programs.

The pick up and drop off of students will take about 5-10 minutes. Cars will drive up out front heading towards Route 108. The children will get out on the right side of the vehicle. Traffic should flow nicely with all vehicles traveling in the same direction. Pick up will be similar with the students getting in on the right side of the vehicle. Parents may also wait for students along Church Street. It is very safe for them to walk down the hill to their waiting parents.

There will be 4-8 students per class. Classes will be six weeks long.

Cars using the 3 parking spaces out front should not be backing out onto Route 85. Backing in to the spaces or turning around before exiting will be safest.

The Selectmen, as owners of the building, signed a driveway permit which was sent to the State.

The existing lights on the building will be used. There are two lights out front and one out back.

Mike Woodworth commented that the Library has ample parking for the events that they hold on a weekly basis. Kelley added that classes will not be held at the same time as the Library's events.

The hours of operation and number of classes held per day were discussed. Teen classes will be held in the evening. They expect to have 2-3 three classes a day.

Occasionally, art openings will be held. The total number of occupants allowed in the building is 32.

Mike Price asked if the group would be allowed to sell art from the establishment. Kelley said it was possible that items would be sold but it may be considered a donation rather than a purchase. John was concerned that the selling art may go beyond the scope of an educational institute.

Eileen Conner asked about trucks delivering supplies. The group does not intend on having trucks deliver supplies. They are trying to keep the class costs low by recycling items from home. Some classes will require students to bring their own supplies. Eileen was also concerned with the general public stopping in to inquire about classes.

Clay commented that the approval needs more structure. The Board discussed establishing guidelines for the art center. The following provisions were agreed upon:

Hours of operation shall be Monday-Friday 9am-9pm, Saturdays 9am-5pm and no classes on Sunday.

No more than 3 classes per day, one class at a time.

No more than 8 students per class.

Classes will be six weeks long.

Literature regarding parking and safety shall be posted on the door of the building and on the website. The handout shall be included in every application and signed, stating that

the attendee read the document and agreed to it. The document will need to be dropped off at the town office for review by planner and planning board.

Special events and art openings may occur from time to time with no more than 6 occurring per year with no more than 32 attendees.

After school programs will include a responsible adult to escort children from school.

Sale frequency and intensity shall be accessory to the principal use as an educational facility and shall be undertaken in a fashion that is customarily incidental to a similar facility that is non-profit and educational in nature.

Delivery trucks are not expected but shall be customary to a residential use.

A motion was made by Jim Daley and seconded by Mike Price to conditionally approve the site plan based on Clay's provisions. All were in favor and the motion carried.

A motion was made by Jim Daley and seconded by Mike Price to allow John Hayden to sign the plans on behalf of the Planning Board. All were in favor and the motion carried.

Clay commented that Dunkin Donuts will be opening on May 22 and the place looks nice. A check for \$5,000 was received for the sidewalk fund.

A motion was made by James Daley and seconded by Mike Price to approve the minutes of the April meeting. All were in favor and the motion carried.

A motion was made by Mark Bouzianis and seconded by Mike Price to adjourn the meeting at 9pm. All were in favor and the motion carried.

Respectfully submitted,

Sue McKinnon